

BOARD OF SUPERVISORS



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

**RACIAL EQUITY AD HOC COMMITTEE**

Pooja Bambha-Arora, Chair

Rashad Cobb, Vice Chair

Louise Padron, Secretary

Carina Abrego-Koch, Jose Villa,

Tara Yang, Supervisor Megan Borchardt,

Supervisor Amanda Chu, Supervisor Patrick Buckley

**RACIAL EQUITY AD HOC COMMITTEE**

**Monday, August 23, 2021**

**5:00 p.m.**

**Auditorium, Central Library**

**515 Pine Street, Green Bay, WI**

1. **Call to Order:** 5:07 pm
  - a. Committee members present: Dr. Pooja Bombha-Arora, Sup. Megan Borchardt, Sup. Amanda Chu, Tara Yang, Carina Abego-Koch, Sup. Patrick Buckley (5:39 pm)
  - b. Excused: Jose Villa, Louise Padron
  - c. Also present: Supervisor Joan Brusky, Alex Tran, Jeffery Flynt, Christel Giesen, Atty. David Hemery, Chad Weininger
2. **Approve/ Modify the agenda from Monday, August 23, 202**
  - a. MOTION Borchardt
  - b. SECOND Yang, no discussion
  - c. MOTION CARRIED unanimously
3. **Minutes**
  - a. Member Carina Abrego-Koch notes the following revisions (see Appendix A):
    - i. Subtract Carina as contact for all currently listed locations on the Building Bridges tables and replace with Cassandra, ie Planned Parenthood and Sexual Assault contacts
    - ii. Add the category of *Education* and add UW-GB multiethnic student affairs, Carina as the Committee contact.
    - iii. Mentions a need to review what was missed from the notes under the Education category.
    - iv. Section R 5 change name to spell correctly
  - b. MOTION by Sup. Chu to amend as noted by Carina
  - c. SECOND by Sup. Borchardt
  - d. no discussion, MOTION CARRIED unanimously
4. **Comments from the public**
  - a. Alex Tran

2145 Ridge Crest Trail

Green Bay, WI 54313

- i. June 28th Minutes correction in the name COMSA, to replace “Communism” with “Community”
- ii. Request to allow presentations to be accessed more publicly.
- iii. July 26th Minutes correction to adjust formatting so that I. and J. follow D.E.F.G.H.
- iv. Request to prioritize Covid for ongoing agenda meetings.
- b. Note from Atty. Hemery regarding engagement with public comment:
  - i. Committee cannot make a whole new discussion thread based on public comment.
  - ii. It can be noted and added to future agendas for proper notice and discussion.
- c. Jeff Flynt- Dept Executive for Brown County- Thanks everyone for their participation and wants to communicate that he is accessible to the committee.
- d. Greeting from Supervisor Joan Brusky and Christel Giesen, Assistant Director at the ADRC

**5. Monthly guest speaker**

- a. Casa ALBA is scheduled for the September meeting
- b. The Chair plans for other meetings to include 1-2 public presentations.
- c. No action taken.

**6. Committee Discussion and Focus Questions by Vice Chair Rashad Cobb**

- a. The following updates were made to the Bride Building Table, denoted in Appendix A.
- b. MOTION by Sup. Chu to open the floor to the public,
  - i. SECOND by Sup. Borchardt
  - ii. MOTION CARRIED unanimously.
- c. Alex Tran notes emergency food centers to be included under Food Access category [Sup. Buckley arrived at 5:39 pm]
- d. Discussion on *What does the committee do with this list?*
  - i. These contacts can inform the committee’s monthly community speaker list.
  - ii. Will help committee identify the gaps, which will inform justifications on future strategic racial equity plan
  - iii. Helps the committee orient to organize network with the goal of empowerment
  - iv. Can help to clarify how the impact of future action is measured
  - v. Help prioritize what the committee can focus on and identify how to share in the work
  - vi. Note: Need to build a specific and constructive ask when reaching out to racial equity stakeholders
- e. MOTION by Sup. Chu to close the floor
  - i. SECOND by Sup. Borchardt
  - ii. no discussion, MOTION CARRIED unanimously

**7. Advisory Report Update and Needs by Chair Dr. Pooja Bambha-Arora**

- a. Chair is working on a progress report to share out by the end of the year.
- b. This gives consideration to:
  - i. What are the problems?
  - ii. What's the data?
  - iii. Who will benefit and who will be burdened by any recommendations?
  - iv. What does implementation look like?
  - v. How will actions to address racial inequity be evaluated?
- c. After questioning the purpose of the Advisory Report

- i. discussion ensued regarding the value and differences between Advisory Reports, Progress Reports and Strategic Plans.
- ii. In discussion, Progress or Advisory are seen to serve as updates to the oversight committee and Board of Supervisors.
- iii. Suggest of May as a Progress Report deadline because of April terms for Supervisors
- d. Progress Reports, also referred to as Advisory Report- early draft can include:
  - i. Bridge Building exercise, recommendations, public comment.
  - ii. Develop a work group to begin developing a template.
  - iii. On frequency: Quarterly? 2x annually? 3x annually?
- e. Strategic Plan, also referred to as Action Plan, can be action focused. What would a timeline for this be?
- f. No action taken.
- g. Chair noted that the committee did not take roll call attendance or give a land acknowledgement. Moment was taken to reflect on the history of the land.

**8. Racial Equity Toolkit presentation by Supervisor Erickson**

- a. Request by Sup. Erickson for the committee to put together a two-page equity decision-making tool for Brown County departmental use.
- b. See Appendix B. for handouts and Appendix C. for slides.
- c. Note to form a work group to support Sup. Erickson's vision.
- d. Request to add work groups to the agenda for the next meeting
- e. No action taken.
- f. Announcement from Sup. Borchardt regarding Mental Health Awareness month and available yard signs to show support.

**9. Adjourn**

- a. MOTION by Sup. Borchardt to adjourn
- b. SECOND by Sup. Chu
- c. MOTION CARRIED unanimously
- d. Meeting adjourned at 7:38 pm until next meeting on Monday September 27 at 5:00 pm

## Appendix

A.

BLUE font = updates from 8/23/2021

What adversities disproportionately affect BIPOC?	Services Available	Connected Committee members	Brown County Services
<b>Housing/ homelessness</b>	Brown County Homeless and Housing Coalition	Megan	Dir. Pritzel- HHS (Health and Human Services)
	Local shelters- NEW Community, St. Johns, etc.	Pooja	HHS
	NEW Cap	Carina Cassandra	HHS
	Neighborworks	Rashad	Sup. Jacobson
<b>Unemployment/ work conditions</b>	Achieve Brown County	Pooja	HHS (Health and Human Services)
	Department of Workforce development	Rashad	HHS
	Library	Pooja	HHS
	Media/ job posting sites		
	Greater Green Bay Chamber of Commerce	Tara	
	Job Center of WI		
	United Way- ALICE	Tara	
	Professional DW		
	NEW AAPI Professionals Network	Tara	
<b>Incarceration</b>			BC Jail - Sheriff's Dept.
			BC Courts
	JOSHUA	Megan	
	Fire and Police Commission	Rashad	
	EXPO [expowi.com]		Sarah Furber
	St. Vincent De Paul		Chris Zahn

	GBPD and other municipalities	Rashad	
	Alternative courts		HHS, Mark VandenHoogen
<b>Health</b>			HHS and Public Health Department
	Hospitals/ clinics- Bellin, Prevea, St. Mary, St. Vincent, Aurora, etc.	Tara	HHS
	NEW Community Clinic	Tara	
<b>Drug/ alcohol use</b>	Family Services of NE WI	Rashad	
	Jackie Nitschke Center	Carina Cassandra	
			Treatment court
	Oneida Behavioral Health	Louise	
	Darjune		
	Libertas Treatment Center		
<b>Mental Health</b>			Mental Health Comm. Treatment Ctr.
			Jail Counseling Services
	Willow Creek	Rashad	
	Connections for Mental Wellness- Ian Agar	Megan	
	The Gathering Place	Louise	Amy Payne
		Megan	BC Mental Health Subcommittee
			ADRC
	BC Coalition for Suicide Prevention- Be the Light		
<b>Women's healthcare</b>	A & A Alexandria Center		
	Planned Parenthood	Carina Cassandra	
	All health systems		
	WIC		

<b>Food access</b>		Megan	Community Gardens
	Food and Hunger Network (network of pantries)	Amanda	UW-Ext FoodWise
	Feeding America Eastern WI		
			ADRC Meals on Wheels
	Ben's Wish		
	George's Secret Elves		
	Farmer's Markets	Amanda	Wello, Beth Heller
	Farm-to-School	Amanda	Wello, Beth Heller
<b>Domestic violence</b>	Sexual Assault Center	Carina Cassandra	
	Shelters- <del>Golden House, Freedom House, House of Hope, etc.</del>		
	House for Hope	Megan	
	Golden House	Tara	
	Freedom House	Megan	
<b>Child protection</b>	Willow Tree	Rashad	HHS
		Megan	BC HHS- Child Protection Services
			BC HHS-CPS-Foster Care, Kayce Kendziorski
	Oneida ICW	Louise	
	Foster the Village		
	Boys and Girls Club		
<b>Arts</b>	Art Garage	Pooja	

	United Arts	Pooja	
	Mosaic Arts, Inc.		
<b>Education</b>	Boys and Girls Club		
	UW-GB Multicultural Affairs	Carina	
	Literacy Green Bay		
<b>Various service areas</b>	Forward Services		
	Family Services	Rashad	
	We All Rise AARC		
	Wello	Pooja	
	Wise Women Gathering Place	Louise	
	Neighborhood Watch in DePere		
	Health Equity Coalition	Tara	HHS, Katrina Nordyke
	City of GB- Equal Rights Commission	Tara (member)	
	Love in the Skin I'm In		
	YWCA Racial Justice Program		
	Migration Advocacy Network		
	Lutheran Social Services		
	My Brother's Keeper		
	Casa ALBA		

B.

## Local and Regional Government Alliance on Race and Equity: RACIAL EQUITY TOOLKIT To Assess Policies, Initiatives, Programs, and Budget Issues

**Government staff:** The routine use of a racial equity tool by staff provides the opportunity to integrate racial equity across the breadth, meaning all governmental functions, and depth, meaning across hierarchy. For example, policy analysts integrating racial equity into policy development and implementation, and budget analysts integrating racial equity into budget proposals at the earliest possible phase, increases the likelihood of impact. Employees are

the ones who know their jobs best and will be best equipped to integrate racial equity into practice and routine operations.

**Elected officials:** Elected officials have the opportunity to use a racial equity tool to set broad priorities, bringing consistency between values and practice. When our elected officials are integrating racial equity into their jobs, it will be reflected in the priorities of the jurisdiction, in direction provided to department directors, and in the questions asked of staff. By asking simple racial equity tool questions, such as “How does this decision help or hinder racial equity?” or “Who benefits from or is burdened by this decision?” on a routine basis, elected officials have the ability to put theory into action.

**Community based organizations:** Community based organizations can ask questions of government about use of racial equity tool to ensure accountability. Elected officials and government staff should be easily able to describe the results of their use of a racial equity tool, and should make that information readily available to community members. In addition, community based organizations can use a similar or aligned racial equity tool within their own organizations to also advance racial equity

### **The Racial Equity Tool is a simple set of questions:**

1. Proposal: What is the policy, program, practice or budget decision under consideration? What are the desired results and outcomes?
2. Data: What’s the data? What does the data tell us?
3. Community engagement: How have communities been engaged? Are there opportunities to expand engagement?
4. Analysis and strategies: Who will benefit from or be burdened by your proposal? What are your strategies for advancing racial equity or mitigating unintended consequences?
5. Implementation: What is your plan for implementation?
6. Accountability and communication: How will you ensure accountability, communicate, and evaluate results?

### **Step #1 What is your proposal and the desired results and outcomes?**

1. Describe the policy, program, practice, or budget decision
2. What are the intended results (in the community) and outcomes (within your own organization)?
3. What does this proposal have an ability to impact?

Children and youth	Other _____
Community engagement	Health
Contracting equity	Housing
Criminal justice	Human services
Economic development	Jobs
Education	Parks and recreation
Environment	Planning / development
Food access and affordability	Transportation
Government Practices	Utilities



Workforce equity

**Step #2 What's the data? What does the data tell us?**

1. Will the proposal have impacts in specific geographic areas (neighborhoods, areas, or regions)? What are the racial demographics of those living in the area?
2. What does population level data, including quantitative and qualitative data, tell you about existing racial inequities? What does it tell you about root causes or factors influencing racial inequities?
3. What performance level data do you have available for your proposal? This should include data associated with existing programs or policies.
4. Are there data gaps? What additional data would be helpful in analyzing the proposal? If so, how can you obtain better data?

**Step #3 How have communities been engaged? Are there opportunities to expand engagement?**

1. Who are the most affected community members who are concerned with or have experience related to this proposal? How have you involved these community members in the development of this proposal?
2. What has your engagement process told you about the burdens or benefits for different groups?
3. What has your engagement process told you about the factors that produce or perpetuate racial inequity related to this proposal?

**Step #4 What are your strategies for advancing racial equity?**

1. Given what you have learned from research and stakeholder involvement, how will the proposal increase or decrease racial equity? Who would benefit from or be burdened by your proposal?
2. What are potential unintended consequences? What are the ways in which your proposal could be modified to enhance positive impacts or reduce negative impacts?
3. Are there complementary strategies that you can implement? What are ways in which existing partnerships could be strengthened to maximize impact in the community? How will you partner with stakeholders for long-term positive change?
4. Are the impacts aligned with your community outcomes defined in Step #1?

**Step #5 What is your plan for implementation?**

1. Describe your plan for implementation.
2. Is your plan:
  - Realistic?
  - Adequately funded?
  - Adequately resourced with personnel?
  - Adequately resourced with mechanisms to ensure successful implementation and enforcement?
  - Adequately resourced to ensure on-going data collection, public reporting, and community engagement?

If the answer to any of these questions is no, what resources or actions are needed?

**Step #6 How will you ensure accountability, communicate, and evaluate results?**

1. How will impacts be documented and evaluated? Are you achieving the anticipated outcomes? Are you having an impact in the community?
2. What are your messages and communication strategies that will help advance racial equity?
3. How will you continue to partner and deepen relationships with communities to make sure your work to advance racial equity is working and sustainable for the long-haul?

C.

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# Racial Equity Toolkit

## An Opportunity to Operationalize Equity

Authored by  
Julie Nelson, Director, Government Alliance on Race and Equity  
Lisa Brooks, University of Washington School of Social Work

Presented by  
Supervisor Cassandra Erickson, District 19

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# Thank goodness for GARE

This toolkit is published by the Government Alliance on Race and Equity, a national network of government working to achieve racial equity and advance opportunities for all.

**Disclaimer:** This presentation is not a direct product of GARE and it is recommended that committee members and government staff first and foremost rely on the personal and professional experience of the representatives employed by GARE.

## What is a Racial Equity Tool?

- Establishes clear goals, objectives and measurable outcomes while developing mechanisms for successful implementation and evaluation of impact.
- Provides a structure for institutionalizing the explicit consideration of racial equity in decision making that includes policies, practices, programs, and budgets.
- Identifies who will benefit or be burdened by a decision, it examines potential unintended consequences, and develops strategies to advance equity and eliminate racial disparities.

## Who would benefit from using a racial equity tool?

- Government staff
- Elected officials
- Community based organizations

Using a racial equity tool early means that individual decisions can be aligned with organizational goals and desired outcomes.

Using a racial equity tool more than once means that equity is incorporated throughout all phases, from development to implementation and evaluation.

Photo of Louise Padron-Brady by Chad Etringer



In recognition of the similar ways in which institutional and structural racism have evolved across the country, GARE has captured the field of practice and commonalities across tools that jurisdictions can customize to fit local conditions.

- Proposal
- Data
- Community engagement
- Analysis and strategies
- Implementation
- Accountability

"When racial equity is not explicitly brought into operations and decision-making, racial inequities are likely to be perpetuated."



“When we align community indicators, government strategies, and performance measures, we **maximize** the likelihood for impact.”

10.00 x 5.62 in

## Step 1: Proposal

- ➔ Describe the policy, program, practice, or budget decision
- ➔ Consider the intended results (in the community) and outcomes (within our organization)?
- ➔ What does this proposal have an ability to impact?

- |                               |                          |
|-------------------------------|--------------------------|
| • Children and youth          | • Health                 |
| • Community engagement        | • Housing                |
| • Contracting equity          | • Human services         |
| • Criminal justice            | • Jobs                   |
| • Economic development        | • Planning / development |
| • Education                   | • Transportation         |
| • Environment                 | • Utilities              |
| • Food access & affordability | • Workforce equity       |
| • Government practices        | • Other _____            |

Photo of Robin Tinnon and Dajahnae Williams by Brad Williamson

## Step 2: Data

- ➔ What's the data and what does the data tell us?
- ➔ Will the policy, program, practice, or budget decision have impacts in specific geographic areas (neighborhoods or regions) and what are the racial demographics of those living in the area?
- ➔ What does population level data tell you about existing racial inequities? What does it tell you about root causes or factors influencing racial inequities?
- ➔ What performance level data do you have available for your proposal? This should include data associated with existing programs or policies.
- ➔ Are there data gaps? What additional data would be helpful in analyzing the proposal? If so, how can you obtain better data?

Photo of Rashad Cobb, Police and Fire Commissioner



**Quantity**  
How much did we do?

**Quality**  
How well did we do it?

**Is anyone better off?**





"Barriers exist, such as language, perception of being welcome, and lack of public transportation, or childcare.

For communities with limited English language skills, appropriate language materials and translation **must** be provided."

## Step 3: Community Engagement

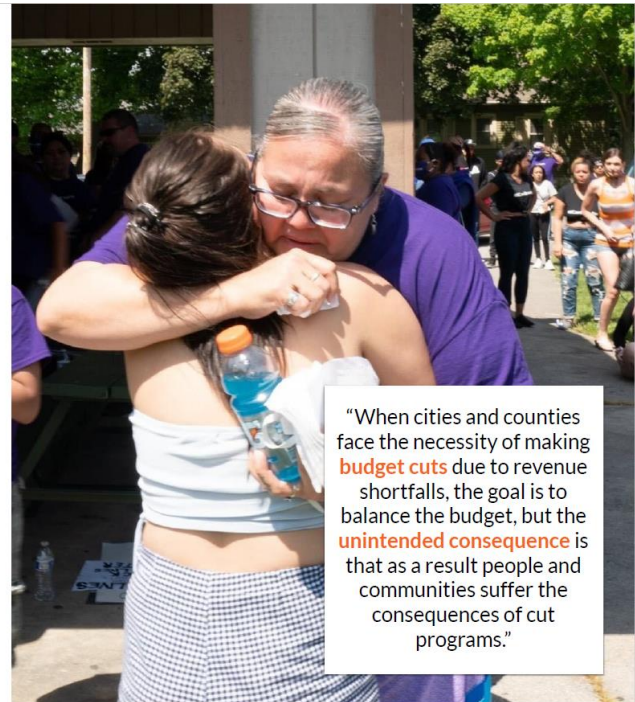
- How have communities been engaged? Are there opportunities to expand engagement?
- Who are the most affected community members who are concerned with or have experience related to this proposal? How have you involved these community members in the development of this proposal?
- What has your engagement process told you about the burdens or benefits for different groups?
- What has your engagement process told you about the factors that produce or perpetuate racial inequity related to this proposal?

Photo of young activist by Chad Etringer

## Step 4: Analysis and strategies

- Who would benefit from or be burdened by the policy, program, practice, or budget decision?
- What are potential unintended consequences? What are the ways in which your proposal could be modified to enhance positive impacts or reduce negative impacts?
- Are there complementary strategies that you can implement? What are ways in which existing partnerships could be strengthened to maximize impact in the community and how will you partner with stakeholders for long-term positive change?

Photo of Oneida Elder by Brad Williamson



"When cities and counties face the necessity of making **budget cuts** due to revenue shortfalls, the goal is to balance the budget, but the **unintended consequence** is that as a result people and communities suffer the consequences of cut programs."



## Step 5: Implementation

- ➔ What is the plan for implementation of this policy, program, practice, or budget decision?
- ➔ Is this plan:
  - 1) realistic?
  - 2) adequately funded?
  - 3) adequately resourced with personnel?
  - 4) adequately resourced with mechanisms to ensure successful implementation and enforcement?
  - 5) adequately resourced to ensure ongoing data collection, public reporting, and community engagement?

If the answer to any of these questions is no, what resources or actions are needed?

Photo of Juneteenth Dancer by Samantha Madar of USA Today

## Step 6: Accountability

- ➔ How will impacts be documented and evaluated and are you achieving the anticipated outcomes?
- ➔ What are your messages and communication strategies that will help advance racial equity?
- ➔ How will you continue to partner and deepen relationships with communities to make sure your work to advance racial equity is working and sustainable for the long haul?

Photo of Dr. Pooja Bambha Arora by Chad Entringer



"Poor communication about race can **trigger implicit bias** or perpetuate stereotypes, often times unintentionally.

Use a communications tool, such as the Center for Social Inclusion's **Talking About Race Right Toolkit** to develop messages and a communications strategy."

## Real Life Example #1

### → Madison

In 2013 the Health Department and **Department of Civil Rights** along with 20 government employees representing half of all departments began utilizing tools, training, data and the initial report on racial equity. **Two tools** were then created, one for significant decisions and a fast track version used for low-stakes decisions.

In the first two years of implementation, the toolkit had been used on at least seven different large scale city projects.

**“Establish racial equity and social justice as core principles in all decisions, policies and functions of the City of Madison.”**

### Equity in city operations

- Hired Racial Equity Coordinator and Data Project Coordinator ☐
- Updated Affirmative Action plans in all departments ☐
- Mandatory implicit bias training for all city employees ☐
- Makes a Racial Equity and Social Justice training program available to all City employees ☐
- HR reviewing hiring processes, ban the box, evaluating min. job qualification requirements

### Equity in city policies and budgets

- Develop Equity Impact Analysis Tool to analyze unintended consequences of city policies and apply analysis to the funding process for Community Development grants and other city-funded programs ☐
- Study disparities to evaluate city purchasing and contracting ☐
- Increase community voice in the budget process through Neighborhood Resource Team recommendations

### Equity in the community

- Build relationships with stakeholders and racial equity education organizations ☐
- Connect with the community through Neighborhood Resource Teams ☐
- ☐Support engagement initiatives: My Brother's Keeper, Madison Out of School Time, and Madison Public Library's Tell Us program.
- Participate in local, regional and national networks to coordinate and build on best practices.



## Real Life Example #2

### → Seattle

The City Seattle formed its **Race and Social Justice Initiative (RSJI)** in 2005 and has been applying the Racial Equity Tool to policies, programs, and budget decisions for many years. However as the city's **RSJI** becomes increasingly operationalized, the expectation and accountabilities relating to its use increase.

In 2015, Mayor Murray required departments to carry out four uses of the toolkit annually. This will also become a part of performance measures for department heads.

## Seattle

- RSJI is coordinated by a Strategy Team housed within the Seattle Office for Civil Rights. The team provides direction and support citywide.
- A RSJI subcabinet is comprised of department heads that provide overall leadership guidance.
- Within each department, Change Teams made up of staff from across lines of business, champion the initiative within their department.
- The Change Team supports the department's RSJI efforts by providing technical assistance, training, and support to ensure the work plan results in meaningful outcomes, including the department's use of the Racial Equity Toolkit.
- Every department submits an annual RSJI Work Plan, reporting to both the Mayor and City Council on their accomplishments annually.



### Tip

Develop a tool that asks the right questions with minimal training.

## Now what?

It is with my sincerest and most humble recommendation that the Racial Equity committee lay the groundwork through these four initiatives.

- DEI training for all county employees
- Implement a Racial Equity tool for department decision making
- Assessment of county staff and wages
- Youth mentorship program with hiring departments experiencing shortages

**This government is better because  
you are a part of it.**